

Members Present:

Chris Beer, Chairman
Tim Finan
Janet Langell
Doug Knott, Alternate member

Staff:

Lincoln Daley, Community Development Director

Excused:

Paul Amato
Kevin Federico, BOS representative
Susan Robinson
Veeral Bharucha, Alternate member
Jacob Lafontaine, Alternate member

WORKSESSION ITEMS:

1. Keyes Memorial Park Expansion Committee representation

The Board raised a number of questions and comments related to the current composition of the Keyes Memorial Park Expansion Committee and their charge.

Several Members expressed concern that the process for the charge was not well defined and too focused on the building located at 127 Elm Street. J. Langdell suggested enlarging the scope to involve the creation of a master plan for the property and Keyes Memorial Park.

Board Members expressed concern that the membership and charge of the committee did not reflect/include individuals who donated to purchase the 127 Elm property and building. Efforts should be made to include those individuals as potential members of the committee. A broader discussion then ensued identifying other affiliated individuals and groups that should be included/contacted. These included representatives of the Keyes Trustees, Milford High School, Middle School, and Conservation Commission. In addition, the Board felt that membership should include both a younger resident and a senior citizen.

A general discussion then ensued involving use the property and building for non-recreational offices and services. C. Beer stated that if the Town is interested in the using the building for Town services/offices, then a needs analysis should be included as part of the charge.

J. Langdell recommended that D. Knott, and J. Lafontaine should represent the Planning Board on the Committee and J. Langdell, and T. Finan could serve as alternates, if allowed. All members agreed.

The Board further determined that J. Langdell would draft a letter to the Board of Selectmen recommending that D. Knott, J. Lafontaine, J. Langdell, and T. Finan represent the Planning Board on the committee, clarification of the composition of the committee and overall charge, and lastly, identify/specifying the needs of the Town.

2. Alternate member Jacob Lafontaine recommendation

Upon a brief discussion with Mr. Lafontaine, T. Finan made a motion to recommend to the Board of Selectmen that Jacob Lafontaine be appointed as Planning Board Alternate. The Board determined that J. Langdell would draft a letter of recommendation to the Board of Selectmen. The Board directed Ms. Wilson to inform the Planning Board of when Mr. Lafontaine would appear before the Board of Selectmen.

3. 2016 Planning Board Goals and Objectives

The Board began by discussing the draft changes to the Landscaping Section of the Development Regulations (dated 12/31/15) and the Recreation Chapter of the Master Plan (dated 2/1/16). The Board decided to schedule a public worksession for April 5, 2016 to review said amendments and to meet with the Recreation Chapter Master Plan subcommittee to discuss/provide comments regarding the proposed Recreation chapter.

The Board continued by discussing the potential creation of the Economic Development Master Plan Chapter. J. Langdell conveyed the importance of the defining an economic development policy and the involvement of the Board of Selectmen to provide the necessary direction and guidance.

The discussion then turned to filling the third vacancy to represent the Town as a Nashua Regional Planning Commissioner. J. Langdell stated that she and Chris Costantino currently represent the Town as Commissioners. She recommended that the Board and staff reach out to potentially interested parties and Board of Adjustment Member. J. Langdell continued by stating that it is preferable to have a member of the Board of Selectmen on the Commission and added but to date, none of the Selectmen have been interested or available.

4. Downtown Improvements Project

a. South Street Improvements (Update)

L. Daley provided a brief summary of the project. He stated that the Town is currently evaluating two submitted proposals. The anticipated start date of construction would be late April/early May.

b. Milford Oval and Nashua Street Improvements (Update)

The Planning Board and Staff discussed the logistics and scheduling involving the public input session for March 29, 2016.

5. CIP Citizen's Advisory Committee

The Board then briefly discussed the Capital Improvement Plan Citizen Advisory Committee Membership and the need to contact current members to determine their interest in continuing on the Committee. L. Daley to reach out to current members.

T. Finan made a motion to adjourn the meeting. D. Knott seconded and all in favor. The meeting was adjourned at 8:11PM.

MINUTES OF THE MARCH 1, 2016 PLANNING BOARD PUBLIC WORKSESSION APPROVED APRIL 26, 2016.